



ALABAMA BOARD OF ARCHITECTS

100 North Union Street, Suite 390

Montgomery, AL 36130-

4450 Phone: (334) 242-4179

<http://www.boa.alabama.gov>

**CERTIFICATE OF AUTHORIZATION RENEWAL FORM
DUE DATE – APRIL 30, 2020**

1. FIRM INFORMATION

COA Number: _____
Firm Name: _____
Street Address: _____
City/State/Zip: _____
Phone: _____
E-mail: _____

Have there been any changes in the firm entity ownership or management (officers, directors, etc.) since your last filing with the Alabama Board of Architects?

☐ Yes Complete sections 2, 3, and 4 and enclose a \$75 check.

☐ No Complete sections 2 and 3 and enclose a \$75 check.

Please make check payable to Alabama Board of Architects.

2. RENEWAL QUESTIONS (Check any that apply and provide an explanation)

☐ My firm's license/registration has been denied, suspended, or revoked by a state or jurisdiction since the filing of the last renewal.

☐ My firm has surrendered and/or allowed our professional license/registration to lapse in a state or jurisdiction due to pending or threatened disciplinary action since the filing of the last renewal.

☐ My firm has been investigated, charged, or disciplined since the last filing with the Alabama Board of Architects or is currently under investigation by a governing or licensing body or by a state or federal agency.

3. CERTIFICATION

I certify with my signature, under risk of sanction, that the information provided to the Alabama Board of Architects is accurate. I understand that providing false information is a direct violation of the Rules and Regulations that govern the practice of architecture in Alabama.

Signature

Date

Title

RECEIPT NUMBER FOR OFFICE USE ONLY: _____

4. CHANGES TO FIRM OWNERSHIP OR MANAGEMENT

- Two-thirds (2/3) of the officers, partners, directors, members or others (depending on the legal structure of the entity) are registered/licensed architects and/or licensed professional engineers in any United States jurisdiction, **and are also voting stockholders of the entity.**
- At a minimum, one (1) of the **stockholding** officers, partners, directors, or members **must be an Alabama registered architect**, who has authority to contractually bind the entity and whose name and registration seal shall appear on all documents prepared under his or her responsible control.
- If the firm entity is dissolved or reorganized, or if there is a change in the address, e-mail, or in the registered architect(s) in responsible control of the practice of architecture in Alabama, the entity **must notify the Board in writing within thirty (30) days.**

A. List the firm officers, partners, directors, members, or others (depending on the legal structure of the entity). Attach a separate sheet if necessary. **AT LEAST ONE MUST BE AN ACTIVE ALABAMA REGISTERED ARCHITECT WHO IS A VOTING SHAREHOLDER OF THE ENTITY.**

Name	Position in Firm	Address	Profession	Home State of Regis.	AL Regis. No. or N/A

B. List the Voting Shareholders of the firm entity. Attach a separate sheet if necessary. **PERCENTAGE OF SHARES OWNED MUST TOTAL 100, AND AT LEAST ONE OF THE VOTING SHAREHOLDERS OF THE ENTITY MUST BE AN ACTIVE ALABAMA REGISTERED ARCHITECT WHO IS A FIRM OFFICER, PARTNER, DIRECTOR, MEMBER, OR OTHER (DEPENDING ON THE LEGAL STRUCTURE OF THE ENTITY).**

Name	Address	Profession	AL Regis. No. or N/A	% of Shares Owned

Attach additional sheets, if necessary.